

3VILLAGE OF BREWSTER  
BOARD OF TRUSTEES  
17 APRIL 2019  
7:30 P.M.  
PUBLIC HEARING & REGULAR MEETING  
MINUTES

The Board of Trustees of the Village of Brewster held a public hearing at 7:30 PM followed by a regular meeting at 7:31 PM, on April 17, 2019 at Village Hall, 50 Main Street, Brewster, NY 10509.

**Attendees:**

Mayor: James Schoenig  
Deputy Mayor and Trustee:  
Trustees; Mary Bryde, George Gaspar,  
Village Police Chief: John Del Gardo  
Village Engineer: Todd Atkinson  
Village Counsel:  
Clerk & Treasurer: Peter Hansen  
Deputy Clerk-Treasurer: Michelle Chiudina

**Absent:**

Christine Piccini  
Tom Boissonnault  
  
Anthony Molé

Pledge to flag.

**Notation of Exits**

Mayor Schoenig motions to open the meeting, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.

Mayor Schoenig motions to open the public hearing for sewer rent increase, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.

**Public Hearing**

For the purpose of obtaining public input for SEWER RENT considerations. Proposed rates are on file in the office of the Village Clerk and available for inspection. Proposed sewer rate increase from \$0.014 per gallon to \$0.017 per gallon with an increase on quarterly minimum usage billing from \$45 per quarter to \$55 per quarter (included usage up to 3,235 gallons per quarter for the minimum charge of \$55).

No public comment.

Mayor Schoenig motions to close the public hearing, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.

Mayor Schoenig motions to open the regular meeting, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.

**Regular Meeting**

1. Fall Festival vendors – Margaret Carey asks for permission on behalf of a vendor to serve alcoholic beverages behind a fenced and gated area during Fall Festival. Mayor Schoenig says he needs to check with Village Counsel Molé before we can weigh in with a decision. Mayor Schoenig asks how the vendor would manage the identification and control of service. Ms. Carey says she assumes it will be wristbands after identification and age requirements are verified. Trustee Bryde asks where the wristbands would be issued. Ms. Carey says there would be a table set up outside the fenced in area so no one would be allowed inside without a valid wristband. Judy Marano says there were three questions remaining open from our last meeting about the music festival; 1. Will DPW be able to help with cleanup of the June music festival at Wells Park? Mayor Schoenig says the DPW Superintendent is on vacation and the answer to that will have to wait until he returns. 2. Will the Tri-State parking lot be available to them so they can shuttle people back and forth to Wells Park allowing Wells to be used for Handicap parking only. Clerk Hansen says the Tri State lot is open to the public for parking on the weekends and can be used for the June Music Festival Parking as well knowing there could be other cars parked there at the same time. 3. When can we put signs out before the event. Mayor Schoenig says that typically two weeks prior to the event is good practice.
2. Monthly Reports
  - 2.1. March, 2019 Police Report: Chief Del Gardo absent.
  - 2.2. March, 2019 Planning Board Report: Planning Board Chair Rick Lowell absent.

- 2.3. March, 2019 Code Enforcement Report: Bill Scorca delivers the Code Enforcement report for March. Copy attached to this report. Trustee Bryde asks about the items that were open in February that are still open in March. Mr. Scorca says the item stays open until it is cleared. Trustee Bryde asks about the Marvin Avenue encampment. Mr. Scorca says Mr. Hernandez issued an open fire violation to a local resident who then complained about the illegal encampment on DEP land. Mr. Scorca was informed by the resident that there was an illegal encampment on DEP property and Mr. Scorca followed up with DEP Police and the encampment has now been cleaned of all mattresses and other material/debris. NYC DEP said they were not aware of whether the people who were camping there were in the country legally or not and that they will not call ICE for enforcement under direction of their superiors. Mayor Schoenig motions to accept the Code Enforcement report, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0. Copy attached to these minutes.
- 2.4. March, 2019 Engineer's Report – delivered at the end of the meeting (item 14 on this agenda).
- 2.5. March, 2019 Zoning Board of Appeals Report – Mayor Schoenig motions to accept the Zoning Board of Appeals report of no activity in March, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0. Copy attached to these minutes.
3. Sewer Rents Mayor Schoenig motions to adopt sewer rents as proposed, effective immediately with the next sewer billing in May 2019, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.
4. Village Budget – Continued discussion if any, and or Adoption – Mayor Schoenig says we received no public comment at the public hearing and we came in under the tax cap again. Mayor Schoenig motions to adopt the budget as proposed, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.
  - 4.1. DPW position advertisement and Clerical position advertisement – Mayor Schoenig motions to proceed to place the advertisements on our website, on our Facebook page, and in the official newspaper; the Putnam County Press, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.
5. Proposed amendments to Vehicle Traffic Chapter 250 – tabled until the May 1, 2019 meeting.
6. Notify Town of intent to renew Wells Park Lease (sixty days in advance of July 24, 2019) Mayor Schoenig motions to send a letter of intent to renew the Wells Park lease for another 5-year period, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.
7. Billing arrears (45 day post quarterly billing list) – Treasurer Hansen says one outside Village water user is still a serious problem. All others are current or their water is shut off. Inside Village water and sewer customers are responsive to the demands for payment and we have our lowest arrears balances in years. Refuse arrears have been paid in some cases as well.
8. Correspondence sent & received for March, 2019 – Trustee Bryde asks about the first responder nomination request. Mayor Schoenig says we need to talk about that further with the Police Chief. Trustee Bryde asks about the resident who expressed concern about a small backhoe at 530 N. Main. Clerk Hansen says there was a small backhoe at 530 N. Main for a few days to conduct a percolation test of the soil. The area was not cordoned off as this was not considered construction. However, given that a piece of equipment was left there overnight, we have instructed any future similar condition anywhere in the Village to be sure to have appropriate construction barriers to prevent civilians from entering and accessing the equipment or otherwise potentially falling in harm's way. Mayor Schoenig motions to accept Correspondence sent received, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.
9. Minutes for approval;
  - 9.1. April 3, 2019 Minutes – tabled until May 1, 2019 meeting.
  - 9.2. April 10, 2019 Budget Public Hearing Minutes – tabled until May 1, 2019 meeting.
10. Vouchers Payable – Trustee Bryde reviewed the vouchers and found everything in order.
 

10.1.	A - GENERAL FUND	\$68,819.60
10.2.	C – REFUSE & GARBAGE	18,794.73
10.3.	EN - ENGINEERING FEES ESCROW - REFUND	1,400.00
10.4.	F - WATER FUND	16,239.82
10.5.	G - SEWER FUND	9,478.32
10.6.	H63 - TONETTA BROOK MARVIN AVE	363.32
Total Vouchers Payable		\$115,095.79

Mayor Schoenig motions to approve vouchers as written, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.
11. Other Business
  - 11.1. Trustee Bryde attended the Community Action Program luncheon and said it was a very nice event as usual. Trustee Bryde attended the 5<sup>th</sup> annual Prevention Conference of Putnam at Putnam Hospital with a guest speaker who was part of the Obama administration. Trustee Bryde said that Deputy Mayor Piccini had said at the April 3,

2019 meeting that the deadline to submit articles for the next issue of Village Matters is May 8, 2019. Trustee Bryde said she won't be able to make that deadline w it done by then. Trustee Bryde asks Deputy Clerk Chiudina to post the Women of Distinction photos in the lobby of Village Hall with her. Deputy Clerk Chiudina said she would. Trustee Bryde said the date change for the Security walk through at Wells Park allows her to attend on Monday April 29, 2019. Trustee Bryde says the Little League Parade is coming up on Saturday April 27<sup>th</sup> at 10 AM ending at Markel Park in the Village. April 27, 2019 is also a medication take-back at Putnam Hospital from 10 AM to 2 PM.

12. New Business

- 12.1. Trustee Bryde says it is nice the Baptist Church is doing the soccer camp again this year.
- 12.2. Mayor Schoenig motions to allow signs to be put out two weeks in advance for the June Music Festival at Wells Park, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.
- 12.3. Mayor Schoenig said he received a request for a proclamation honoring a resident for her volunteer work with Support Connection, a not-for-profit organization that provides emotional, social and educational support to women, their families and friends affected by breast and ovarian cancer. Mayor Schoenig motions to authorize a proclamation honoring Christine Dangers be prepared for signature at our May 1, 2019 meeting when all five Board members will be available to sign it, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.
- 12.4. Mayor Schoenig motions to set a Special meeting for executive session to discuss legal and contractual matters at 7:00 pm on May 1, 2019 prior to the regular meeting at Village Hall, 50 Main Street, Brewster, NY 10509 which is scheduled to begin at 7:30 PM or as soon thereafter as time permits, Trustee Gaspar 2<sup>nd</sup> all in favor 3 to 0.

13. Public Comment

- 13.1. Peggy Bruen asks about parking on Marvin Avenue. Mayor Schoenig says there are no plans to make changes to parking on Marvin Avenue. There may be signs erected to enforce current parking code that may be missing due to attrition but no parking code changes are anticipated.
  - 13.2. Peggy Bruen asks about getting dumpsters off the street on Marvin Avenue. Mayor Schoenig said he has spoken to the property owners. Mr. Scorca will follow up on the issue.
  - 13.3. John Lord asks whether we will be raising water rates. Mayor Schoenig says there are no plans to raise the water rates.
  - 13.4. Rick Stockburger asks if anyone has had their water shut off yet. Clerk Hansen says they have.
14. March, 2019 Engineer's Report – Todd Atkinson delivers the March Engineer's report. Copy attached to these minutes. Mayor Schoenig motions to accept the March Engineer's report, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.
15. Mayor Schoenig motions to adjourn, Trustee Bryde 2<sup>nd</sup> all in favor 3 to 0.

## MARCH, 2019 Code Enforcement Report

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VILLAGE OF BREWSTER  
50 MAIN STREET  
BREWSTER, NY 10509  
(845) 279-3760

### MARCH, 2019 SUMMARY REPORT

		Year to Date
A.1560 SAFETY INSPECTION =	\$1,270.00	\$24,195.00
A.2555 BUILDING FEES =	1,452.00	\$24,347.00

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TOTAL FOR MARCH =	\$2,772.00	\$48,542.00
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PERMITS:	4
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VIOLATIONS:	12
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TOTAL COs, CCs:	10
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INSPECTIONS	6
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**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

<b>1. <u>GENERAL INFORMATION</u></b>		
Report No: 4 of 2019	Date: 4/17/2019	Contract No:
Facility Name: <b>VOB / EPA Stormwater Phase II Regulations</b>		

<b>2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including :</b>	
<b>a.</b>	<b>Activities completed this month (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Maintained monthly stormwater maintenance/good housekeeping reports quantifying the number of pounds of litter and the amount of sand cleaned up throughout the Village.</li> <li>• Present Draft MS4 for Village Board comments at April 17, 2019 Board Meeting.</li> </ul>
<b>b.</b>	<b>Status of activities in progress this month (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Post Annual Report on Village website for public comment.</li> </ul>
<b>c.</b>	<b>Activities scheduled (attach additional pages as needed):</b>
	<ul style="list-style-type: none"> <li>• Incorporate public comments into Annual Report.</li> <li>• Submit Annual Report to NYSDEC by June 1, 2019.</li> </ul>



## MS4 Municipal Compliance Certification(MCC) Form

MCC form for period ending March 9, 2019

Name of MS4 VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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Each MS4 must submit an MCC form.

## Section 1 - MCC Identification Page

Indicate whether this MCC form is being submitted to certify endorsement or acceptance of:

- An Annual Report for a single MS4
- A Single Entity (Per Part II.E of GP-0-10-002)
- A Joint Report

Joint reports may be submitted by permittees with legally binding agreements.

If Joint Report, enter coalition name:

[illegible]

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2019

Name of MS4 VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Section 2 - Contact Information**

Important Instructions - Please Read

Contact information must be provided for **each** of the following positions as indicated below:

1. Principal Executive Officer, Chief Elected Official or other qualified individual (per GP-0-08-002 Part VI.J).
2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☒ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☐ Local Stormwater Public Contact
- ☐ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name J A M E S MI J Last Name S C H O E N I G  
 Title M A Y O R  
 Address 5 0 M A I N S T R E E T  
 City B R E W S T E R State N Y Zip 1 0 5 0 9 -  
 eMail J S C H O E N I G @ B R E W S T E R V I L L A G E - N Y . G O V  
 Phone ( 8 4 5 ) 2 7 9 - 3 7 6 0 County P U T N A M



**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2 0 1 9

Name of MS4 VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Section 2 - Contact Information**

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2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form)
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

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For each contact, select all that apply:

- ☐ Principal Executive Officer/Chief Elected Official
- ☐ Duly Authorized Representative
- ☒ Local Stormwater Public Contact
- ☒ Stormwater Management Program (SWMP) Coordinator
- ☐ Report Preparer

First Name D O M E N I C MI Last Name C O N S E N T I N O

Title D P W S U P E R I N T E N D E N T

Address 2 0 8 M A I N S T R E E T

City B R E W S T E R State N Y Zip 1 0 5 0 9 -

eMail D C O N S E N T I N O @ B R E W S T E R V I L L A G E - N Y . G O

Phone ( 8 4 5 ) 2 7 9 - 2 4 5 6 County P U T N A M

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2019

Name of MS4 VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Section 2 - Contact Information**

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2. Duly Authorized Representative (Information for this contact must only be submitted if a Duly Authorized Representative is signing this form).
3. The Local Stormwater Public Contact (required per GP-0-08-002 Part VII.A.2.c & Part VIII.A.2.c).
4. The Stormwater Management Program (SWMP) Coordinator (Individual responsible for coordination/implementation of SWMP).
5. Report Preparer (Consultants may provide company name in the space provided).

A separate sheet must be submitted for each position listed above unless more than one position is filled by the same individual. If one individual fills multiple roles, provide the contact information once and check all positions that apply to that individual.

If a new Duly Authorized Representative is signing this report, their contact information must be provided and a signature authorization form, signed by the Principal Executive Officer or Chief Elected Official must be attached.

For each contact, select all that apply:

- ☐ Principal Executive Officer/Chief Elected Official  
☐ Duly Authorized Representative  
☐ Local Stormwater Public Contact  
☐ Stormwater Management Program (SWMP) Coordinator  
☒ Report Preparer

First Name: T O D D  
 MI: W  
 Last Name: A T K I N S O N  
 Title: P R O F E S S I O N A L E N G I N E E R  
 Address: 3 1 S O D O M R O A D  
 City: B R E W S T E R  
 State: N Y  
 Zip: 1 0 5 0 9 -  
 eMail: T O D D . A T K I N S O N @ J R F A . C O M  
 Phone: ( 8 4 5 ) 3 6 3 - 1 5 6 0  
 County: P U T N A M

**MS4 Municipal Compliance Certification (MCC) Form**

MCC form for period ending March 9, 2019

Name of MS4 VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Section 3 - Partner Information**

Did your MS4 work with partners/coalition to complete some or all permit requirements during this reporting period?

☒ Yes ☐ No

If Yes, complete information below.

Submit a separate sheet for each partner. Information provided in other formats will not be accepted. If your MS4 cooperated with a coalition, submit one sheet with the name of the coalition. It is not necessary to include a separate sheet for each MS4 in the coalition.

If No, proceed to Section 4 - Certification Statement.

Partner/Coalition Name

E A S T O F H U D S O N W A T E R S H E D

Partner/Coalition Name (con't.)

C O R P O R A T I O N

SPDES Partner ID - If applicable

N Y R 2 0

Address

2 R O U T E 1 6 4

City

P A T T E R S O N

State

N Y

Zip

1 2 5 6 3 -

eMail

k e v i n @ e o h w c . o r g

Phone

( 8 4 5 ) 3 1 9 - 6 3 4 9

Legally Binding Agreement in accordance with GP-0-08-002 Part IV.G.?

☒ Yes ☐ No

What tasks/responsibilities are shared with this partner (e.g. MM1 School Programs or Multiple Tasks)?

☐ MM1☐ MM2☐ MM3☐ MM4☒ MM5 P O S T C O N S T R U C T I O N M A I N T E N A N C E☐ MM6

Additional tasks/responsibilities

- Watershed Improvement Strategy Best Management Practices required for MS4s in impaired watersheds included in GP-0-08-002 Part IX.

Operations and maintenance for stormwater retrofits located within the Village limits.

**MS4 Municipal Compliance Certification(MCC) Form**

MCC form for period ending March 9, 2 0 1 9

Name of MS4 VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Section 4 - Certification Statement**

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in GP-0-08-002 Part VI.J.

First Name

J A M E S

MI

J

Last Name

S C H O E N I G

Title (Clearly print title of individual signing report)

M A Y O R

Signature

Date

/ /

Send completed form and any attachments to the DEC Central Office at:

MS4 Permit Coordinator  
Division of Water  
4th Floor  
625 Broadway  
Albany, New York 12233-3505



## MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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### Water Quality Trends

The information in this section is being reported (check one):

- On behalf of an individual MS4  
○ On behalf of a coalition

How many MS4s are contributed to this report?

1. Has this MS4/Coalition produced any reports documenting water quality trends related to stormwater? If not, answer No and proceed to Minimum Control Measure One. ☐ Yes

☐ Yes    ☒ No

If Yes, choose one of the following

- ☐ Report(s) attached to the annual report

Web Page(s) where report(s) is/are provided below

Please provide specific address of page where report(s) can be accessed - not home page.

URL

[illegible]

URL

[illegible]

URL

URL

## MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	VILLAGE OF BREWSTER
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SPDES ID

N	Y	R	2	0	A	2	5	6
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### **Minimum Control Measure 1. Public Education and Outreach**

The information in this section is being reported (check one):

- On behalf of an individual MS4  
○ On behalf of a coalition

How many MS4s contributed to this report?

### 1. Targeted Public Education and Outreach Best Management Practices

Check all topics that were included in Education and Outreach during this reporting period:

- ☐ Construction Sites
- ☐ General Stormwater Management Information
- ☒ Household Hazardous Waste Disposal
- ☒ Illicit Discharge Detection and Elimination
- ☐ Infrastructure Maintenance
- ☐ Smart Growth
- ☐ Storm Drain Marking
- ☐ Green Infrastructure/Better Site Design/Low Impact Development
- ☒ Other:
- ☐ Pesticide and Fertilizer Application
- ☐ Pet Waste Management
- ☐ Recycling
- ☐ Riparian Corridor Protection/Restoration
- ☐ Trash Management
- ☐ Vehicle Washing
- ☐ Water Conservation
- ☐ Wetland Protection
- ☐ None

P	H	O	S	P	H	O	R	U	S
Other									

**2. Specific audiences targeted during this reporting period:**

- ☒ Public Employees    ☐ Contractors  
☒ Residential    ☐ Developers  
☒ Businesses    ☒ General Public  
☒ Restaurants    ☐ Industries  
☐ Other:    ☐ Agricultural

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**3. What strategies did your MS4/Coalition use to achieve education and outreach goals during this reporting period? Check all that apply:**

☐ Construction Site Operators Trained

# Trained

--	--	--	--	--

☒ Direct Mailings

# Mailings

				4
--	--	--	--	---

☐ Kiosks or Other Displays

# Locations

--	--	--	--	--

☐ List-Serves

# In List

--	--	--	--	--

☒ Mailing List

# In List

	4	0	0	
--	---	---	---	--

☐ Newspaper Ads or Articles

# Days Run

--	--	--	--	--

☒ Public Events/Presentations

# Attendees

		6	0	
--	--	---	---	--

☐ School Program

# Attendees

--	--	--	--	--

☐ TV Spot/Program

# Days Run

--	--	--	--	--

☒ Printed Materials:

Total # Distributed

1	6	0	0	
---	---	---	---	--

Locations (e.g. libraries, town offices, kiosks)

V	I	L	L	A	G	E		H	A	L	L								
V	I	L	L	A	G	E		P	U	B	L	I	C		W	O	R	K	S

☐ Other:

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☒ Web Page: Provide specific web addresses - not home page. Continue on next page if additional space is needed.

URL

W	W	W	.	B	R	E	W	S	T	E	R	V	I	L	L	A	G	E	-	N	Y	.	G	O	V	/				
W	A	T	E	R		S	E	W	E	R		&		S	O	L	I	D		W	A	S	T	E	/	M	S	4		

URL


**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2 0 1 9

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

#### 4. Evaluating Progress Toward Measurable Goals MCM 1

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

##### A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.

The Public Education and Outreach program is designed to address topics related to stormwater discharges and the respective pollutants and measures to eliminate such discharges as well as issues specific to the Village such as grease and wipes being disposed of in the Village waste system.

##### B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.

The Village continues to comply with MCM 1 by distributing direct mailings to residents and businesses. Said mailings are also posted on the Village website.

##### C. How many times was this observation measured or evaluated in this reporting period?

2

##### D. Has your MS4 made progress toward this Measurable Goal during this reporting period?

☒ Yes ☐ No

##### E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?

☒ Yes ☐ No

##### F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).

The Village will continue to inform the public on stormwater issues to maintain compliance with the Public Education and Outreach requirements of the permit.



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	VILLAGE OF BREWSTER
-----------------------	---------------------

SPDES ID

N	Y	R	2	0	A	2	5	6
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### **Minimum Control Measure 2. Public Involvement/Participation**

The information in this section is being reported (check one):

- On behalf of an individual MS4  
○ On behalf of a coalition

How many MS4s contributed to this report?		
---	--	--

1. What opportunities were provided for public participation in implementation, development, evaluation and improvement of the Stormwater Management Program (SWMP) Plan during this reporting period? Check all that apply:

- Cleanup Events

# Events				1
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- Comments on SWMP Received

# Comments					
------------	--	--	--	--	--

- ## ● Community Hotlines

Phone # ( 8 4 5 ) 2 7 9 - 3 6 1 8

Phone # ( ) -

Phone # (    )    -

Phone # ( ) -

Phone # (    )    -

Phone # ( ) -

Phone # (    )    -

Phone # (    )    -

Phone # (    )    -

Phone # (    )    -

Phone # (    )    -

- ### ● Community Meetings

# Attendees				4	0
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- ### ○ Plantings

Sq. Ft.					
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### Storm Drain Markings

# Ukraina

- ### Stakeholder Meetings

# Attendees

- ### Volunteer Monitoring

# Events					
----------	--	--	--	--	--

- ☐ Other:

2. Was public notice of availability of this annual report and Stormwater Management Program (SWMP) Plan provided? ☒ Yes

- ☒ Yes    ☐ No

- List-Serve

# In List				
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- Newspaper Advertising

# Days Run				
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- ## TV/Radio Notices

# Days Run				
------------	--	--	--	--

- [illegible]

- Web Page URL: Enter URL(s) on the following two pages.

## MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition	VILLAGE OF BREWSTER
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SPDES ID

N	Y	R	2	0	A	2	5	6
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2. URL(s) con't.:

**Please provide specific address(es) where notice(s) can be accessed - not home page.**

URL

[illegible]

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[illegible]

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[illegible]

URL

URL

URI

**MS4 Annual Report Form**

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Name of MS4/Coalition VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**3. Where can the public access copies of this annual report, Stormwater Management Program SWMP) Plan and submit comments on those documents?**

Enter address/contact info and select radio button to indicate which document is available and whether comments may be submitted at that location. Submit additional pages as needed.

☒ MS4/Coalition Office

☒ Annual Report ☒ SWMP Plan ☒ Comments

Department

V I L L A G E C L E R K / V I L L A G E D P W

Address

5 0 M A I N S T R E E T

City

B R E W S T E R N Y

Zip

1 0 5 0 9 -

Phone

( 8 4 5 ) 2 7 9 - 3 7 6 0

☐ Library

☐ Annual Report ☐ SWMP Plan ☐ Comments

Address

City

Zip

-

Phone

( ) -

☐ Other

☐ Annual Report ☐ SWMP Plan ☐ Comments

Address

City

Zip

-

Phone

( ) -

☒ Web Page URL:

☒ Annual Report ☐ SWMP Plan ☐ Comments

W W W . B R E W S T E R V I L L A G E - N Y . G O V /

W A T E R S E W E R & S O L I D W A S T E / M S 4

Please provide specific address of page where report can be accessed - not home page.

☒ eMail

☒ Comments

P H A N S E N @ B R E W S T E R V I L L A G E - N Y . G O V

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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**4.a. If this report was made available on the internet, what date was it posted?**

Leave blank if this report was not posted on the internet.

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**4.b. For how many days was/will this report be posted?**

--	--	--	--	--	--	--	--	--

If submitting a report for single MS4, answer 5.a.. If submitting a joint report, answer 5.b..

**5.a. Was an Annual Report public meeting held in this reporting period?**
☐ Yes ☒ No

If Yes, what was the date of the meeting?

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If No, is one planned?

☐ Yes ☒ No
**5.b. Was an Annual Report public meeting held for all MS4s contributing to this report during this reporting period?**
☐ Yes ☐ No

If No, is one planned for each?

☐ Yes ☐ No
**6. Were comments received during this reporting period?**
☐ Yes ☒ No

If Yes, attach comments, responses and changes made to SWMP in response to comments to this report.



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	9
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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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**7. Evaluating Progress Toward Measurable Goals MCM 2**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

The Village DPW schedules Bulk Pick Up Days and Hazardous Waste pickups for residents and businesses. An Earth Day Clean Up is held annually. The Village website posts emergency phone numbers for spills, illicit discharges and sewer plant odors as well as anything else that would effect water quality in the Village.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

The Village Engineer continues to provide updates/reports to the Village Board and the public once a month. Any comments or concerns are addressed and posted in the meeting minutes.

**C. How many times was this observation measured or evaluated in this reporting period?**

		1	1
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**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Village is in full compliance with MCM 2 and will continue its practices and adapt them as necessary. The Village will continue to provide and hold events which encourage involvement and stewardship from its residents and businesses.

**MS4 Annual Report Form**

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 2 5 6

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination**

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report? 1 1 1

1. Enter the number and approx. percent of outfalls mapped: 6 1 # 1 0 0 %

2. How many of these outfalls have been screened for dry weather discharges during this reporting period (outfall reconnaissance inventory)? 1

3.a. What types of generating sites/sewersheds were targeted for inspection during this reporting period?

☐ Auto Recyclers

☐ Landscaping (Irrigation)

☒ Building Maintenance

☐ Marinas

☐ Churches

☐ Metal Plateing Operations

☐ Commercial Carwashes

☐ Outdoor Fluid Storage

☐ Commercial Laundry/Dry Cleaners

☐ Parking Lot Maintenance

☐ Construction Vehicle Washouts

☐ Printing

☐ Cross-Connections

☐ Residential Carwashing

Distribution Centers

☒ Restaurants

☐ Food Processing Facilities

☐ Schools and Universities

☐ Garbage Truck Washouts

☐ Septic Maintenance

☐ Hospitals

☐ Swimming Pools

☐ Improper RV Waste Disposal

☐ Vehicle Fueling

☐ Industrial Process Water

☐ Vehicle Maint./Repair Shops

☐ Other:

☐ None

☒ Sewersheds:

T O N E T T A / W E L L S / E A S T B R A N C H

## MS4 Annual Report Form

This report is being submitted for the reporting period ending March 9, 2019

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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**3.b. What types of illicit discharges have been found during this reporting period?**

- ☐ Broken Lines From Sanitary Sewer      ☐ Industrial Connections  
☐ Cross Connections      ☐ Inflow/Infiltration  
☐ Failing Septic Systems      ☐ Pump Station Failure  
☐ Floor Drains Connected To Storm Sewers      ☐ Sanitary Sewer Overflows  
☐ Illegal Dumping      ☐ Straight Pipe Sewer Discharges  
☐ Other: \_\_\_\_\_      ☒ None

[illegible]

4. How many illicit discharges/potential illegal connections have been detected during this reporting period?

		1
--	--	---

**5. How many illicit discharges have been confirmed during this reporting period?**

		1
--	--	---

6. How many illicit discharges/illegal connections have been eliminated during this reporting period?

		1
--	--	---

7. Has the storm sewershed mapping been completed in this reporting period?

☐ Yes    ☒ No

If No, approximately what percent was completed in this reporting period?

		0	
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8. Is the above information available in GIS?

☒ Yes ☐ No

Is this information available on the web?

Yes ☐ No ☒

If Yes, provide URL(s):

Please provide specific address of page where map(s) can be accessed - not home page.

URL

URL

## MS4 Annual Report Form

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

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8. URL(s) con't.:

**Please provide specific address of page where map(s) can be accessed - not home page**

URL

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URL

9. Has an IDDE law been adopted for each traditional MS4 and/or have IDDE procedures been approved for all non-traditional MS4s contributing to this report? ☒ Yes ☐ No

10. If Yes, has every traditional MS4 contributing to this report certified that this law is equivalent to the NYS Model IDDE Law? ☒ Yes ☐ No ☐ NT

11. What percent of staff in relevant positions and departments has received IDDE training?  %



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	2	5	6
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**12. Evaluating Progress Toward Measurable Goals MCM 3**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

The premise of the Village's IDDE program is to focus on identifying, locating and eliminating illicit discharges including the discharge of phosphorus to the East of Hudson watershed.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

The Village DPW and Village Engineer inspect outfalls. The number of illicit discharges found and eliminated is recorded. One outfall pipe was inspected and repaired.

**C. How many times was this observation measured or evaluated in this reporting period?**

			1
--	--	--	---

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Village will continue to inspect, report and repair outfalls and any sources of illicit discharges on a routine basis or as needed.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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**Minimum Control Measures 4 and 5.**  
**Construction Site and Post-Construction Control**

The information in this section is being reported (check one):

- ☒ On behalf of an individual MS4  
☐ On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

- 1a. Has each MS4 contributing to this report adopted a law, ordinance or other regulatory mechanism that provides equivalent protection to the NYS SPDES General Permit for Stormwater Discharges from Construction Activities? ☒ Yes ☐ No
- 1b. Has each Town, City and/or Village contributing to this report documented that the law is equivalent to a NYSDEC Sample Local Law for Stormwater Management and Erosion and Sediment Control through either an attorney certification or using the NYSDEC Gap Analysis Workbook? ☒ Yes ☐ No ☐ NT

If Yes, Towns, Cities and Villages provide date of equivalent NYS Sample Local Law.

☐ 09/2004 ☒ 03/2006 ☐ NT

2. Does your MS4/Coalition have a SWPPP review procedure in place? ☒ Yes ☐ No
3. How many Construction Stormwater Pollution Prevention Plans (SWPPPs) have been reviewed in this reporting period? 

		0
--	--	---
4. Does your MS4/Coalition have a mechanism for receipt and consideration of public comments related to construction SWPPPs? ☒ Yes ☐ No ☐ NT
- If Yes, how many public comments were received during this reporting period? 

--	--	--
5. Does your MS4/Coalition provide education and training for contractors about the local SWPPP process? ☐ Yes ☒ No

**6. Identify which of the following types of enforcement actions you used during the reporting period for construction activities, indicate the number of actions, or note those for which you do not have authority:**

<input type="radio"/> Notices of Violation	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Stop Work Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Criminal Actions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Termination of Contracts	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Administrative Fines	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Civil Penalties	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Administrative Orders	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	<input type="radio"/> No Authority
				0				
<input type="radio"/> Enforcement Actions or Sanctions	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td>0</td></tr></table>					0	
				0				
<input type="radio"/> Other	#	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td></tr></table>						<input type="radio"/> No Authority

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

The information in this section is being reported (check one):

☒ On behalf of an individual MS4

☐ On behalf of a coalition

How many MS4s contributed to this report? 

--	--	--

1. How many construction projects have been authorized for disturbances of one acre or more during this reporting period? 

		0
--	--	---

2. How many construction projects disturbing at least one acre were active in your jurisdiction during this reporting period? 

		1
--	--	---

3. What percent of active construction sites were inspected during this reporting period? ☐ NT

1	0	0
---	---	---

 %

4. What percent of active construction sites were inspected more than once? ☐ NT

1	0	0
---	---	---

 %

5. Do all inspectors working on behalf of the MS4s contributing to this report use the NYS Construction Stormwater Inspection Manual?

☒ Yes ☐ No ☐ NT

6. Does your MS4/Coalition provide public access to Stormwater Pollution Prevention Plans (SWPPPs) of construction projects that are subject to MS4 review and approval?

☒ Yes ☐ No ☐ NT

If your MS4 is Non-Traditional, are SWPPPs of construction projects made available for public review?

☐ Yes ☐ No

If Yes, use the following page to identify location(s) where SWPPPs can be accessed.

## MS4 Annual Report Form

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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6. con't.:

Submit additional pages as needed.

● MS4/Coalition Office

Department

[illegible]

Address

[illegible]

City

B	R	E	W	S	T	E	R					N	Y	1	0	5	0	9	-			
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Phone

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○ Library

Address

[illegible]

City

[illegible]

Phone

$$(\begin{array}{|c|c|c|} \hline & & \\ \hline \end{array}) \begin{array}{|c|c|c|} \hline & & \\ \hline \end{array} - \begin{array}{|c|c|c|} \hline & & \\ \hline \end{array}$$

☐ Other

Address

[illegible]

City

[illegible]

Phone

$$(\quad)(\quad)(\quad)(\quad) - (\quad)(\quad)(\quad)(\quad)$$

Web Page URL(s): Please provide specific address where SWPPPs can be accessed - not home page.

URL

URL



**MS4 Annual Report Form**

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Name of MS4/Coalition 

VILLAGE OF BREWSTER
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SPDES ID

N	Y	R	2	0	A	2	5	6
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**7. Evaluating Progress Toward Measurable Goals MCM 4**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

The Village's construction site stormwater control program mimics the protection mechanisms included in the current NYSDEC General Permit for Construction Activities. The Village Planning Board and Village Engineer review SWPPP submittals for projects disturbing more than one acre, taking special care to note possible discharges to the East of Hudson Watershed.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

Inspections of construction sites occur weekly as well as prior to and after significant precipitation events. One hundred percent of construction sites were inspected during the reporting period.

**C. How many times was this observation measured or evaluated in this reporting period?**

1	2	0
---	---	---

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Village will continue to inspect regulated construction sites and evaluate the construction compliance strategies developed for construction site inspections.

## MS4 Annual Report Form

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VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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### **Minimum Control Measure 5. Post-Construction Stormwater Management**

The information in this section is being reported (check one):

- On behalf of an individual MS4  
○ On behalf of a coalition

How many MS4s contributed to this report?			
---	--	--	--

1. How many and what type of post-construction stormwater management practices has your MS4/Coalition inventoried, inspected and maintained in this reporting period?

	# Inventoried	# Inspections	# Times Maintained																		
<input type="radio"/> Alternative Practices	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Filter Systems	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Infiltration Basins	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Open Channels	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Ponds	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Wetlands	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						
<input type="radio"/> Other	<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>							<table><tr><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td></tr></table>						

2. Do you use an electronic tool (e.g. GIS, database, spreadsheet) to track post-construction BMPs, inspections and maintenance? Yes ☒ No ☐

3. What types of non-structural practices have been used to implement Low Impact Development/Better Site Design/Green Infrastructure principles?

- ☐ Building Codes      ☐ Municipal Comprehensive Plans  
☐ Overlay Districts      ☐ Open Space Preservation Program  
☐ Zoning      ☐ Local Law or Ordinance  
☐ None      ☒ Land Use Regulation/Zoning  
☒ Watershed Plans      ☐ Other Comprehensive Plan

Other:

**MS4 Annual Report Form**

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Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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4a. Are the MS4s contributing to this report involved in a regional/watershed wide planning effort?

☒ Yes ☐ No

4b. Does the MS4 have a banking and credit system for stormwater management practices?

☐ Yes ☒ No

4c. Do the SWMP Plans for each MS4 contributing to this report include a protocol for evaluation and approval of banking and credit of alternative siting of a stormwater management practice?

☐ Yes ☒ No

4d. How many stormwater management practices have been implemented as part of this system in this reporting period?

		0
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5. What percent of municipal officials/MS4 staff responsible for program implementation attended training on Low Impact Development (LID), Better Site Design (BSD) and other Green Infrastructure principles in this reporting period?

		0
--	--	---

 %



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	9
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
---	---	---	---	---	---	---	---	---

**6. Evaluating Progress Toward Measurable Goals MCM 5**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

The Village encourages the use of post construction practices in new development and redevelopment projects.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

There were no new post construction practices in the Village during this reporting period.

**C. How many times was this observation measured or evaluated in this reporting period?**

			0
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**D. Has your MS4 made progress toward this measurable goal during this reporting period?**

☒ Yes ☐ No

**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**

☒ Yes ☐ No

**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Village will continue to evaluate its inspection strategies for post construction practices and will revise them as needed when, or if, any post construction practices are built or as NYSDEC regulations mandate.

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Minimum Control Measure 6. Stormwater Management for Municipal Operations**

The information in this section is being reported (check one):

☒ On behalf of an individual MS4☐ On behalf of a coalitionHow many MS4s contributed to this report?   

1. Choose/list each municipal operation/facility that contributes or may potentially contribute Pollutants of Concern to the MS4 system. For each operation/facility indicate whether the operation/facility has been addressed in the MS4's/Coalition's Stormwater Management Program (SWMP) Plan and whether a self-assessment has been performed during the reporting period. A self-assessment is performed to: 1) determine the sources of pollutants potentially generated by the permittee's operations and facilities; 2) evaluate the effectiveness of existing programs and 3) identify the municipal operations and facilities that will be addressed by the pollution prevention and good housekeeping program, if it's not done already.

Operation/Activity/Facility	Addressed in SWMP?	Self-Assessment Operation/Activity/Facility performed within the past 3 years?	
		<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Street Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Bridge Maintenance.....	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Winter Road Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Salt Storage.....	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Solid Waste Management.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
New Municipal Construction and Land Disturbance..	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Right of Way Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Marine Operations.....	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Hydrologic Habitat Modification.....	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Parks and Open Space.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Municipal Building.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Stormwater System Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Vehicle and Fleet Maintenance.....	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
Other.....	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2 0 1 9

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**2. Provide the following information about municipal operations good housekeeping programs:**

- Parking Lots Swept (Number of acres X Number of times swept) # Acres     3
- Streets Swept (Number of miles X Number of times swept) # Miles     7
- Catch Basins Inspected and Cleaned Where Necessary #    7 9
- Post Construction Control Stormwater Management Practices Inspected and Cleaned Where Necessary #
- Phosphorus Applied In Chemical Fertilizer # Lbs.     0
- Nitrogen Applied In Chemical Fertilizer # Lbs.     0
- Pesticide/Herbicide Applied # Acres    0 . 0  
(Number of acres to which pesticide/herbicide was applied X Number of times applied to the nearest tenth.)

**3. How many stormwater management trainings have been provided to municipal employees during this reporting period?**    0**4. What was the date of the last training?**  /   /    **5. How many municipal employees have been trained in this reporting period?**  **6. What percent of municipal employees in relevant positions and departments receive stormwater management training?** 1  0  0 %

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	9
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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**7. Evaluating Progress Toward Measurable Goals MCM 6**

Use this page to report on your progress and project plans toward achieving measurable goals identified in your Stormwater Management Program Plan (SWMPP), including requirements in Part III.C.1. Submit additional pages as needed.

**A. Briefly summarize the Measurable Goal identified in the SWMPP in this reporting period.**

The Good Housekeeping program addresses activities that have the potential to release pollutants of concern into the East of Hudson Watershed.

**B. Briefly summarize the observations that indicated the overall effectiveness of this Measurable Goal.**

The Village DPW recorded that 5,590 pounds of garbage and 27.75 yards of sand were removed during the reporting period. All seventy-nine (79) catch basins within the Village limits were cleaned during the reporting period by Village DPW personnel and by the Town Street Sweeper.

**C. How many times was this observation measured or evaluated in this reporting period?**

1	1
---	---

**D. Has your MS4 made progress toward this measurable goal during this reporting period?**
☒ Yes ☐ No
**E. Is your MS4 on schedule to meet the deadline set forth in the SWMPP?**
☒ Yes ☐ No
**F. Briefly summarize the stormwater activities planned to meet the goals of this MCM during the next reporting cycle (including an implementation schedule).**

The Village will continue the ongoing inspections and cleaning activities during the next reporting period. The Village will continue to use the best management practices defined in NYSDEC assistance documents.



**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 2019

If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition: VILLAGE OF BREWSTER

SPDES ID

N Y R 2 0 A 2 5 6

**Additional Watershed Improvement Strategy Best Management Practices**

The information in this section is being reported (check one):

☒ On behalf of an individual MS4☐ On behalf of a coalitionHow many MS4s contributed to this report?   

MS4s must answer the questions or check NA as indicated in the table below.

MS4 Description	Answer	Check NA	(POC)
<b>NYC EOH Watershed</b>	-	-	-
Traditional Land Use	1,2,3,4,5,6,7a-d,8a,8b,9	10,11,12	Phosphorus
Traditional Non-Land Use	1,2,3,4,7a-d,8a,8b,9	5,10,11,12	Phosphorus
Non-Traditional	1,2,7a-d,8a,8b,9	3,4,5,10,11,12	Phosphorus
<b>Onondaga Lake Watershed</b>	-	-	-
Traditional Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
Non-Traditional	1,6,7a-d,8a,9	2,3,4,5,8b,10,11,12	Phosphorus
<b>Greenwood Lake Watershed</b>	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
<b>Oyster Bay</b>	-	-	-
Traditional Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,4,7a-d,9,10,11,12	2,3,5,6,8a,8b	Pathogens
Non-Traditional	1,4,7a-d,9	2,3,4,5,8a,8b,10,11,12	Pathogens
<b>Peconic Estuary</b>	-	-	-
Traditional Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Traditional Non-Land Use	1,4,7a-d,8a,9,10,11,12	2,3,5,6,8b	Pathogens and Nitrogen
Non-Traditional	1,4,7a-d,8a,9	2,3,4,5,8b,10,11,12	Pathogens and Nitrogen
<b>Oswawana Lake Watershed</b>	-	-	-
Traditional Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Traditional Non-Land Use	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
Non-Traditional	1,4,6,7a-d,8a,9	2,3,5,8b,10,11,12	Phosphorus
<b>LI 27 Embayments</b>	-	-	-
Traditional Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Traditional Non-Land Use	1,2,3,4,7a-d,9,10,11,12	5,6,8a,8b	Pathogens
Non-Traditional	1,2,3,4,7a-d,9	5,6,8a,8b,10,11,12	Pathogens

1. Does your MS4/Coalition have an education program addressing impacts of phosphorus/nitrogen/pathogens on waterbodies? ☒ Yes ☐ No ☐ N/A

2. Has 100% of the MS4/Coalition conveyance system been mapped in GIS? ☒ Yes ☐ No ☐ N/A

If N/A, go to question 3.

If No, estimate what percentage of the conveyance system has been mapped so far.

  %

Estimate what percentage was mapped in this reporting period.

  %

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	9
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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3. Does your MS4/Coalition have a Stormwater Conveyance System (infrastructure) Inspection and Maintenance Plan Program? ☐ Yes ☒ No ☐ N/A

4. Estimate the percentage of on-site wastewater treatment systems that have been inspected and maintained or rehabilitated as necessary in this reporting period? 

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 %

5. Has your MS4/Coalition developed a program that provides protection equivalent to the NYSDEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001) to reduce pollutants in stormwater runoff from construction activities that disturb five thousand square feet or more? ☒ Yes ☐ No ☐ N/A

6. Has your MS4/Coalition developed a program to address post-construction stormwater runoff from new development and redevelopment projects that disturb greater than or equal to one acre that provides equivalent protection to the NYS DEC SPDES General Permit for Stormwater Discharges from Construction Activities (GP-0-08-001), including the New York State Stormwater Design Manual Enhanced Phosphorus Removal Standards? ☒ Yes ☐ No ☐ N/A

- 7a. Does your MS4/Coalition have a retrofitting program to reduce erosion or phosphorus/nitrogen/pathogen loading? ☒ Yes ☐ No ☐ N/A

- 7b. How many projects have been sited in this reporting period? 

		0
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- 7c. What percent of the projects included in 7b have been completed in this reporting period? 

--	--	--

 %

- 7d. What percent of projects planned in previous years have been completed? 

1	0	0
---	---	---

 %

☐ No Projects Planned

- 8a. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper fertilizer application on municipally owned lands? ☒ Yes ☐ No ☐ N/A

- 8b. Has your MS4/Coalition developed and implemented a turf management practices and procedures policy that addresses proper disposal of grass clippings and leaves from municipally owned lands? ☒ Yes ☐ No ☐ N/A

**MS4 Annual Report Form**

This report is being submitted for the reporting period ending March 9, 

2	0	1	9
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If submitting this form as part of a joint report on behalf of a coalition leave SPDES ID blank.

Name of MS4/Coalition

VILLAGE OF BREWSTER

SPDES ID

N	Y	R	2	0	A	2	5	6
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9. Has your MS4/Coalition developed and implemented a program of native planting?

☒ Yes ☐ No ☐ N/A

10. Has your MS4/Coalition enacted a local law prohibiting pet waste on municipal properties and prohibiting goose feeding?

☐ Yes ☐ No ☒ N/A

11. Does your MS4/Coalition have a pet waste bag program?

☐ Yes ☐ No ☒ N/A

12. Does your MS4/Coalition have a program to manage goose populations?

☐ Yes ☐ No ☒ N/A

**VILLAGE OF BREWSTER  
MONTHLY PROGRESS REPORT**

1. <u>GENERAL INFORMATION</u>		
Report No: 4 of 2019	Date: 4/17/2019	Contract No:
Facility Name: <b>VOB / PLANNING BOARD REVIEW AND CONSULTATION</b>		

2. <u>ENGINEERS STATUS OF PROJECT</u> (Narrative description of the Upgrade Project tasks (and subtasks) undertaken by the Engineer as set forth in the Engineer's Contract and Scope of Work including:	
a.	Projects reviewed this month (attach additional pages as needed)
•	Brewster Honda – 1.75 hours
•	530 North Main Street – 6.25 hours
b.	Status of Planning Board projects (attach additional pages as needed):
•	Route 22 Brewster LLC (BP Station) Final Inspections
•	538 North Main Street – Construction Ongoing/Amendment Approved
•	162 Main Street Ongoing Inspections
•	79 Main Street Resolution Requirements; Inspections
•	Brewster Honda, Punchlist Inspections
•	530 North Main Street – Planning Board Public Hearing/SEQRA
c.	Activities scheduled (attach additional pages as needed):
•	Continue plan review and meetings for B.O.S. Land Development
•	Perform final inspections on Route 22 Brewster LLC (BP Station) Site, when needed
•	Perform site inspection at 538 North Main Street, when needed
•	530 North Main Street Planning Review, Ongoing
•	Perform inspections at 162 Main Street, when needed
•	Perform site inspection at 538 North Main Street, when needed







# CJS ENGINEERING, PC

40 Laurel Lane

Locust Valley, NY 11560

516-674-0101 • 516-674-4719 • CScolaro@cjs-eng.com

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March 29, 2019

Paul Pelusio, PE  
J. Robert Folchetti & Associates, LLC  
31 Sodom Road  
Brewster, NY 10509

Re: Brewster Village Wastewater Treatment Plant  
Chemical Bulk Storage Tank Inspection Summary

Dear Paul:

As requested I performed the annual chemical bulk storage tank inspection on March 26, 2019 at the above referenced facility. I am pleased to attach copies of the Management Approval form, the completed annual inspection report, and some revised pages from the Spill Prevention Report (SPR). The originals are being forwarded to VRI, together with a copy of this cover letter, for insertion into the SPR. Upon receipt, VRI needs to:

1. Have the Project Manager sign the Management Approval form and inserted it into Section 1.
2. Replace the updated cover with the current cover page.
3. Insert the page titled *Section 2 - Summary and Causes of Spills, Leaks and Releases*, into Section 2.
4. Insert this cover letter and the CBS Inspection report into Appendix I of the SPR.

The following is a summary of my observations from the inspection:

1. The facility is currently not accepting bulk deliveries. Before it can resume, the following items need to be addressed:
  - o The facility lacks suitable containment for chemical transfer operations, per 6 NYCRR Parts 598.5(d) and 599.17(c). This regulation requires that during chemical deliveries, that portion of the truck where the pump is located; as well as the hose, fill piping, valves, and pumps, between the truck and the fill port, must be in a containment area.
  - o A remote level gauge and isolation valve are required for each tank at the remote fill ports, per 6 NYCRR Part 599.17(b)(1)(iii).
  - o A hazard sign and labels with the design and working capacities of each tank are required at the location of the remote fill ports.

2. Since the three tanks have not been used in over thirty (30) days they are out of compliance with 6NYCRR 598.10(b). *This requires that any tank that is out of service for more than thirty (30) days, be properly closed. This includes emptying the tanks and piping, and locking all manways and capping all fill and pump lines.*
3. Tank #001 needs to be labeled with the product stored.
4. A hazard sign is required on Tank #003, per 6NYCRR 596.2(h).
5. The level gauge and high level alarm for Tanks #001, #002 & #003 were not operating and the high-level alarms for the two active tanks, #002 & #003, must be checked/calibrated, and the results placed in the SPR, per 6NYCRR598.17(b)(1).
6. The tank containment areas need to be cleaned and the coating repaired.

Please feel free to contact me with any questions on the above or attached documents.

Sincerely yours,

CJS ENGINEERING, P.C.



Charles Scolaro, P.E.  
Principal

cc: Fernando Dongo, VRI

enc: Updated Cover  
Management Approval Form  
Section 2 - Summary and Causes of Spills, Leaks and Releases  
NYS DEC Chemical Bulk Storage Tank Inspection Report dated 3/29/19  
Invoice 032919-04

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CJS ENGINEERING, PC  
40 Laurel Lane  
Locust Valley, NY 11560

**NEW YORK STATE  
CHEMICAL BULK STORAGE**

**SPILL PREVENTION REPORT**

**VILLAGE OF BREWSTER  
WASTEWATER TREATMENT PLANT**


**SEPTEMBER 2006  
(UPDATED MARCH 26, 2019)**

Prepared By:  
J. Robert Folchetti & Associates  
247 Route 100  
Somers, New York 10589  
914-232-2500

Updated By:



Charles Scolaro, PE  
CJS Engineering, PC  
40 Laurel Lane  
Locust Valley, NY 11560  
516-674-0101



3-26-19



## SECTION 1 GENERAL INFORMATION

Name of Facility: **Village of Brewster Wastewater Plant** CBS Number: **3-000450**  
Facility Address: **1 Marvin Avenue, Brewster, New York 10509**  
Person Responsible for Spill Prevention Report at this facility: **VRI Environmental Services, Inc.**  
Printed Name: **Fernando Dongo** Title: **Project Manager**  
Work Phone: **845-677-3839**

## MANAGEMENT APPROVAL

This Spill Prevention Report (SPR) has been prepared in accordance with good engineering practices and has the full approval and support of management at a level of authority to commit the necessary resources as may be required to protect public health, safety and the environment.

The Village of Brewster's management acknowledges any compliance deficiencies identified in Section 3 (Compliance Status) of this report and is committed to taking immediate action to correct those deficiencies. The SPR has the full approval and support of the management of this facility and will be implemented as described herein.

Printed Name: \_\_\_\_\_  
Title: **Project Manager**

Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

## SPR PREPARER'S CERTIFICATION

I certify that I have acquired, through education and/or related practical experience, knowledge of the physical sciences, technology and principles of storing and handling hazardous substances as it relates to this facility.

I have examined the facility, and being familiar with the provisions of 6 NYCRR Parts 595, 596, 597, 598, and 599, attest that this Spill Prevention Report has been prepared in accordance with requirements therein.

Signature: \_\_\_\_\_  
Printed Name of Qualified Person: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature:  OR  
Name of Registered Professional Engineer: **Charles Scolaro**  
Registration No.: **56371** State: **New York**

Date: **3/26/19**

\*Engineers engaged in the practice of engineering must be licensed or otherwise permitted to practice engineering pursuant to Article 145 of the State Education Law.



## SECTION 2 SUMMARY AND CAUSES OF SPILLS, LEAKS AND RELEASES

The Brewster Wastewater Treatment has been designed with state-of-the-art technology in an effort to minimize or eliminate the risk of a hazardous situation. The table below highlights this.

DESCRIPTION	MAXIMUM LIKELY SPILL (Gallons)	PROBABLE MOVEMENT
Leakage from Tanks 001,002,003	None Likely	Collection in concrete containment vault.
Fill Operation Spill associated with Tanks 001,002,003	None Likely	Collection is spill box around fill pipe flow into concrete containment vault.
Overfill of Tanks 001,002,003	None Likely	Collection in concrete containment vault.

DATE	DESCRIPTION OF SPILL
2014	No reported spills
2015	No reported spills
2016	No reported spills
2017	No reported spills
2018	No reported spills
2019 (to date)	No reported spills

# NEW YORK STATE CHEMICAL BULK STORAGE INSPECTION REPORT

Rev. 8/28/06  
Checklist 2005

CBS# -000450

or ☐ Unregistered

Inspection number

Date 3-26-2019

Site Name <u>Village of Brewster WWTP</u>	Owner Name <u>Village of Brewster</u>
Site Address <u>1 Marvin Ave.</u> <u>Brewster, NY 10509</u>	Owner Address <u>50 Main Street</u> <u>Brewster, NY 10509</u>
Site Contact _____	Owner Contact <u>Paul Pelusio, PE</u>
Phone Number _____	Phone Number <u>(914) 232-2500</u>
Fax Number _____	Fax Number _____
Email Address _____	Email Address _____

of site Map Datum

1. Visitor parking 2. Centroid

GIS: E

N

Location 3. At AST 4. At UST 5. Main Gate

✓NAD83

SITE Representative KEVIN L...

NYSDEC Inspector \_\_\_\_\_

## I. GENERAL

	YES	NO	X
1. All regulated tanks at this site are registered [§596.2(a)]?	✓		
2. Is the registration certificate posted at the facility [§596.2(g)]?	✓		
3. Is registration information current & correct [§596.2(n)]? <u>11-1-2020</u>	✓		

## II. SPILL PREVENTION REPORT (SPR)

	YES	NO	X
<b>A. Preparation of the SPR</b>			
4. Does facility have an SPR [§598.1(k)(i)]? Y/N Date: <u>3-1-2018</u>	✓		
5. Has SPR been updated annually or Whenever a significant release occurred or When a substantial modification was made. Y/N/X <u>3-1-2018</u>	✓		
6. Does the SPR contains a copy of current registration application & certificate. [§598.1(k)(2)(i)]? Y/N	✓		
7. Current approval of management [§598.1(k)(2)(ii)]? Y/N	✓		
8. Current site map [§598.1(k)(2)(iii)]? Locate/identify tanks, transfer stations, connecting piping Y/N	✓		
9. Preparer's name and signature [§598.1(k)(2)(iv)]? Y/N	✓		
10. Listing and description of spills for past 5 years [§598.1(k)(2)(v)]? Y/N	✓		
11. An assessment of causes of spills, leaks, and releases for past 5 years [§598.1(k)(2)(vi)]? Y/N	✓		
12. SPR contain a spill response plan [§598.1(k)(2)(x)]? Y/N/1 (incomplete)	✓		
<b>B. Periodic Inspections of Tank/Piping and Record keeping §598.1(k)(2)(viii) , §598.6 &amp; §598.8</b>			
13. Is weekly monitoring performed between the tank/pipe and the secondary containment system for: a. UST [§598.6(b)(2)]? Y/N/X			✓

*CE*



b. Underground piping [§599.15(b); §598.6(c)(1); §598.5(a)]? Can be in combination with: inventory with annual tightness test; vapor wells; gw wells; auto tank gauging; equiv. Y/N/X			✓
14. UST Systems - Monthly Inspections Monthly visual is performed [§598.6(a)(1)]? Y/N/X/1 (records not retained for 10 yrs §598.8(a))/2 (report signed, dated, certified §598.8(b))/3 (records not in SPR)/4 (operability)			✓
15. AST Monthly (≥10% volume beneath ground) [§598.7(b)] a. Aboveground tank - Monthly leak detection is performed [§598.7(b)]? Y/N/X/1 (records not retained for 10 yrs §598.8(a))/2 (report signed, dated, certified §598.8(b))/3 (records not in SPR)			✓
b. Underground piping - Monthly leak detection is performed [§598.6(c); §598.7(b); §599.15(b)]? Y/N/1 (records not retained for 10 yrs §598.8(a))/2 (report signed, dated, certified §598.8(b))/3 (records not in SPR)			✓
16. UST Systems - Annual Inspections [§598.6(a)(2)] Date: _____ a. Automatic Line Leak Detector? Y/N(not performed)/1 (no records in SPR)/2(records not retained 5 yrs)/3(no cert.)/4(not operational)			✓
b. Cathodic Protection System for Tanks? Y/N/X(not performed)/1 (no records in SPR)/2(records not retained 5 yrs)/3(no cert.)/4(not maintained to achieve protection)			✓
c. Cathodic Protection System for Piping? Y/N(not performed)/1 (no records in SPR)/2(records not retained 5 yrs)/3(no cert.)/4(not maintained to achieve protection)			✓
17. AST Systems - Annual Inspections [§598.7] Date Completed: <u>3-1-2018</u> a. Aboveground Tank- (1) Visual inspections performed [§598.7(c)(2)]? Y/N/1 (records not in SPR)	✓		
(2) For tank subject to corrosion, cathodic protection system is inspected by qualified technician and is maintained to achieve protection [§598.7(c)(1); §598.8(a); §598.8(b) & §598.9]? Y/N (not performed)/X(not in contact with soil)/1 (no records in SPR)/2 (records not retained 5 yrs)/3 (no cert.)/4 (not maintained to achieve protection)			✓
b. Aboveground Piping - (1) Visual inspections performed [§598.7(c)(2)]? Y/N/1 (records not in SPR)	✓		
(2) For piping subject to corrosion, cathodic protection system is inspected by qualified technician and is maintained to achieve protection [§598.7(c)(1); §598.8(a); §598.8(b) & §598.9]? Y/N(not performed)/X(not in contact with soil)/1 (no records in SPR)/2 (records not retained 5 yrs)/3 (no cert.)/4 (not maintained to achieve protection)			✓
18. AST Systems - 5-year Inspections [§598.7(d)] Date: <u>3-1-2018</u> Aboveground tanks and piping must undergo a 5-year inspection in accordance with a consensus code, standard, or practice. An assessment & evaluation must be made of structural soundness, system tightness, corrosion, wear, foundation weakness & operability. Reports are dated, signed, & certified [§598.8(b)] & records are maintained for 10-year period [§598.8(a)]. For tanks > 10,000 gal., the inspection is certified by a NYS-licensed professional engineer. The remaining life expectancy must be determined. a. Aboveground tanks? Y/N/X/1 (not in accordance with code)/2 (no assessment)/3 (no cert)/4 (records not retained 10 yrs)/5 (no cert. for tank > 10,000 gal)/6 (records not in SPR)	✓		
b. Aboveground piping? Y/N/X/1 (not in accordance with code)/2 (no assessment)/3 (no cert)/4 (records not retained 10 yrs)/5 (records not in SPR)	✓		

19. UST Inspection - Reconditioned Tanks With Liners [§598.6(d)]? Y/N (not inspected internally)/X/ 1 (not performing to design specs)/ 2 (no assessment)/ 3 (no cert.)/ 4 (records not retained)/ 5 (records not in SPR)			✓
20. Facility report on status of compliance [§598.1(k)(2)(vii)]?	✓		
<b>C. Tank &amp; Piping Certifications</b> (Apply to tanks installed on or after 2/11/95)			
21. Does the SPR contain a certification statement for design and installation of tank and piping systems -			✓
a. USTs [§599.6(g)(4) & (5)]? Y/N/ X (no USTs)/1 (record not available)/2 (no records for 5 yrs)/3 (records not in SPR)			
b. ASTs [§599.11(f)(4) & (5)]? Y/N/ X (no ASTs)/1 (record not available)/2 (no records for 5 yrs)/3 (records not in SPR)	✓		
c. Piping [§599.16(e)(3)&(4)]? Y/N/1 (record not available)/2 (no records for 5 yrs)/3 (records not in SPR)	✓		
<b>D. Life Expectancy/Warranty</b>			
22. UST secondary containment liner - liner life expectancy is specified in the SPR [§599.4(d)]? Y/N/X			✓
23. Useful life for UST tank design, if < 30 years, is specified in the SPR [§599.3(e)(1)]? Y/N/X			✓
24. Useful life for AST tank design, if < 30 years, is specified in the SPR [§599.8(b)(1)]? Y/N/X	✓		
25. Piping life expectancy is specified in the SPR? [§599.13(a)(1)]? Y/N	✓		
<b>E. Additional Requirements</b>			
26. Are rupture disks replaced			
a. Every 3 years, Y/N (no option selected)/X			✓
b. According to manufacturer's guidelines, Y/N (no option selected)/X			✓
c. On the basis of operating experience [§598.9(f)]? Y/N (no option selected)/X			✓
27. Does SPR contain a site assessment for UST, or AST with ≥10% volume beneath ground, for { closure [§598.10(e)]; { change-in-service [§598.10(a)(2)] or { when directed by the department [§598.1(g)(3)] } Y/N/X (not applicable)/1 (inadequate)/2 (not in SPR §598.1(k)(4) & §598.10(e)(4) )			✓
28. If facility have written procedures to prevent deliveries to the wrong tank, are they referenced in SPR [§598.4(b)(7)]? Y/N/X (single tank with no other fill ports, or facility has mated connections)	✓		

III. TRANSFER STATIONS & HAZARDOUS SUBSTANCE TRANSFERS	YES	NO	X
29. <u>Transfer station</u> [§599.17(c)(2)]: Transfer stations must have a permanently installed secondary containment system. Containment system must have an acceptable spill containment volume: satisfy permeability to substance stored; constructed, coated, or lined with materials that are compatible with substance stored; and equipped with a sump and manually-controlled drainage system (must be locked closed). Y/X/N (no containment)/ 1 (not perm. installed)/ 2 (unacceptable cont. vol.)/ 3 (permeable)/ 4 (not maintained)/ 5 (incompatible)/ 6 (no sump or lockable drainage valve)		✗	✓
<b>To prevent mixing of incompatible substances:</b> [§598.4(b)(7)]			
30. Does the facility have written site procedures in SPR to prevent delivery to the wrong tank, fill ports with mated connections? Y/N/X (have written procedures, or facility has single tank of any type)			

\* Not Acceptable Tank Deliveries



31. Are remote fill/dispensing ports properly labeled at point of delivery. [§ 598.4(b)(8), 599.17(b)(1)(ii), 596.2(b)]? Tank ID#, chemical or common name, hazard warning, (for USTs - design & working capacities are required in addition) Y/N		✓	
32. Valves for filling/emptying a tank are properly labeled for closed/open positions [§598.4(b)(8)]? Y/N	✓		
<b>Storage of Solids and Non-Stationary Tanks:</b>			
33. Are water soluble solids stored in non-stationary tanks and protected from stormwater [§598.5(f)]? Y/N/X/1 (floor is permeable)/2 (no enclosure or container does not prevent entry of stormwater)	✓		
34. Do non-stationary tanks satisfy performance standards [§598.5(g)]: Y/N/X/1 (proximity)/2 (enclosure for water reactive)/3 (impervious floor, curb, 110% permeability)/4 (NSTs satisfy consensus code)/5 (stored in stable position)/6 (labeling & inventory records)	✓		

#### IV. ABOVEGROUND STORAGE TANKS/PIPING

	#1 PAC	#2 CL2	#3 CL2															
<b>Aboveground Storage Tanks</b>																		
* For tanks installed prior to 02/11/95, items marked with an asterisk are recommended but are NOT required until the tank system undergoes substantial modification																		
Tank Volume if different than registered	Y	Y	Y															
Date Installed 9-11-2016	Y	Y	Y															
35. Are daily visual inspections performed on AST systems [§598.7(a)]? Y/N	X	X	X															
36. Are temporarily out-of-service tanks (>30 days) properly closed [§598.10(b)]? Y/N/X	N	N	N															
37. Are permanently out-of-service tanks properly closed [§598.10(c)]? Y/N/X	N	N	N															
38. Protected against scouring [§599.8(a)]? Y/N/X	X	X	X															
39. Tanks subject to melting are protected against fire [§599.8(c)]? Y/N/X	N	N	N															
40. Tank bottoms resting on soil are cathodically protected [§599.8(d)]? Y/N/X/1 (improper design)/2 (not insulated from piping)/3 (not isolated from stray current)	X	X	X															
41. Tank ≥ 5,000 gallons has a manway [§599.8(e)]? Y/N/X	X	X	X															
42. Exterior surfaces are corrosion protected (painted) [§598.9(a) & §599.8(f)]? Y/N/X	Y	Y	Y															
43.*For tank bottoms resting on ground, tank is equipped with double bottom or impervious barrier [§599.8(g)]? Y/N/X ("old tanks...")	Y	Y	Y															
44. Tanks are protected from explosion [§599.8(h)]? Y/N	X	X	X															
45.*Does tank have leak monitoring between bottom and secondary containment [§599.10(a)]? Y/N/X ("old tanks...")	X	X	X															
46. High level alarm, high-level trip, or automatic bypass to overflow tank is installed [§598.5(b); §599.17(b)(1)(i)]? Y/N/1 (not visible/audible at remote fill port)/2 (not operational)	X	X	X															

\* Tanks Not in Service.  
 Assess Can Not Be Calculated

	#1 PAC	#2 CL2	#3 CL2																	
47. Level gauge [§599.17(b)(1)(iii)]																				
a. If a remote fill is present, is there a level gauge & flow control at remote fill port? Y (has both) / N (neither) / X/ 1 (no gauge)/2 (gauge not operational)/3 (no flow control)/4 (flow control not operational)	N	N	N																	
b. If no remote fill port, is there a level gauge at the AST? Y (has gauge or tank is translucent) / N/ 1 (not operational)	N	N	N																	
48. Vacuum and over pressurization [§599.18]																				
a. Vacuum and over pressurization equipment installed? Y/N	Y	Y	Y																	
b. Relief valves (safety, pressure, & vacuum) are properly labeled [§599.18(d)]? Y/N/X	X	X	X																	
49. Secondary Containment [§598.5(c) & §599.9]																				
a. Tank has secondary containment? Y/N	Y	Y	Y																	
b. Spill containment volume is 110%? Y/N	Y	Y	Y																	
c. Construction satisfies permeability of $1 \times 10^{-6}$ cm/sec to substance stored? Y/N	Y	Y	Y																	
d. Constructed, coated, or lined with materials that are compatible? Y/N	X	N	N	N																
e. Equipped with a sump and a drainage system which is manually-controlled from outside the diked area? Y/N	Y	Y	Y																	
f. Is gravity drainage system valve locked closed? Y/N/X	X	X	X																	
50. Valves for filling/emptying a tank are properly labeled for closed/open positions [§598.4(b)(8)]? Y/N	Y	Y	Y																	
51. AST tank properly labeled [§596.2(h); §599.17(b)(1)(iii)]? Tank ID #: chemical or common name; total cap./working cap.; hazard signs/NYSUFP&BC. Y/N	Y	Y	Y																	
<b>Aboveground Piping Systems</b>																				
52. Are aboveground tanks/piping protected from atmospheric corrosion [§598.9(e)] & §599.13(c)(1)? Corrosion resistant eq: non-metallic cladding; paint; equivalent. Y/N (not corrosion protected)	Y	Y	Y																	
53. Does aboveground piping > 2" diameter have welded or flanged connections, or is constructed of plastic-lined metal piping with flared-end connections [§599.13(c)]? Y/N/X	Y	Y	Y																	
54. Piping in contact with soil is protected from corrosion [§599.13(b)] Y/N/X/1 (improper design)/2 (not isolated from tank)/3 (not isolated)	X	X	X																	
55. Automatic line leak detector for pressurized underground and on-ground piping [§598.6(c)(2)][§599.13(a)]?																				
a. Is piping equipped with automatic line leak detector? Y/N/X	N	N	N																	
b. Is the leak detection system operable [§598.6(c)(2)]? Y/N/X	X	X	X																	
56. Piping installed after Feb. 11, 1995 is properly labeled [§599.13(c)(4)]? Chemical name & placement at valves, pumps, switches, each side of wall & each end of pipe. Y/N/X	Y	Y	Y																	
<b>Pumps/valves are protected from leaks [§598.5(c)] using:</b>																				
57. Sealless or double seal pumps and valves OR Y/N/X	Y	Y	Y																	

\* Needs to be Recurred





d. Allows for detection & collection of releases or spills until material is removed? Y/N	NA	NA	NA																	
e. Constructed of, or lined with, materials compatible with substance stored and having sufficient strength & thickness to prevent failure? Y/N																				
f. Foundation suitable to prevent failure due to settlement, compression, & uplift? Y/N																				
71. Does tank have leak monitoring §598.6 (b)(2)]?, [§599.5]? Y/N (not installed)/																				
72. High level alarm, high-level trip, or automatic bypass to overflow tank is installed [§599.17(b)(1)(i)]? Y/N/1 (not visible/audible at remote fill port)/ 2(operational)																				
73. Vacuum and over pressurization [§599.18]? a. Vacuum and over pressurization equipment installed? Y/N																				
b. Relief valves (safety, pressure, & vacuum) are properly labeled [§599.18(d)]? Y/N																				
74. Valves for filling/emptying a tank are properly labeled for closed/open positions [§598.4(b)(8)]? Y/N	✓	✓	✓																	

If no on-ground or underground piping, inspection is COMPLETED.									
On-Ground/Underground Piping:									
75. Secondary Containment [§599.14]									
a. Piping has secondary containment? Double wall, vault, or liner Y/N/X	NA	NA	NA						
b. Construction satisfies permeability of $1 \times 10^{-6}$ cm/sec to sub. stored? Y/N									
c. Designed, installed, and operated to prevent release to environment? Y/N									
d. Allows for detection and collection of releases or spills until material is removed? Y/N									
e. Constructed of, or lined with, materials compatible with substance stored and having sufficient strength & thickness to prevent failure? Y/N									
f. Foundation suitable to prevent failure due to settlement, compression, and uplift? Y/N									
g. Sloped and operated to remove liquids resulting from leaks, spills, precipitation? Y/N									
76. Automatic line leak detector for pressurized underground and on-ground piping [§599.15(a)]?									
a. Is piping equipped with automatic line leak detector? Y/N/X									
b. Is the leak detection system operable? Y/N/X									
77. Leak detection systems for piping -									
a. Is piping equipped with a leak detection system [§599.15(b)]? Y/N									
b. Is the leak detection system operable [§599.14(a)(2)(vii)]? Y/N									
78. Piping in contact with soil is protected from corrosion [§599.13(b)] Y/N/X/1 (improper design)/2 (not isolated from tank)/3 (not isolated from stray current)	Y	Y	Y						

Y=Yes N=No X=Not Applicable Transfer Stations #29 AST #35 AG PIPING #52 UST #64



NOTES:

Inspection Methods Used:

- Facility Not Accepted, Bow Detectors  
or VSWL, TANKS, OPERABLE WIND DRUMS
- TANKS OFF LINE > 30 days AND  
Have Not Been Checked
- Signals Required at all ports before  
Resuming Operations
- Level Gauges & Alarms are Not  
Operational
- No Tidal Compensation
- No Redundant Full Gauge - Only Alarm  
& Lights

Inspector:

Name: Charles Scolaro, PE

Company: CJS Engineering, PC

Address: 323 Glen Cove Ave, Sea Cliff, NY 11579

Signature: 

April 12, 2019

Attention: Peter Hansen & Village Trustees

Reference: March ZBA Activity

Please be advised that there were no meetings pertaining to the ZBA in March.

Best Regards,

Todd Gianguzzi ZBA, Chairman